

Criterion One
Meeting Minutes
January 31, 2003

Jack handed out the prep timeline. It was rather vague between the months of April and December and Jack will inquire about that at the next NCA Steering Committee meeting.

The June 2002 and the November 2002 proposals were compared for wording and it was decided to create a new matrix to include the November 2002 proposal. Peggy will create the matrix and send to each committee member.

Each committee member chose a Core Component to research the patterns of evidence within each one. The assignments are as follows:

- 1A. Marshall Clough
- 1B. Human Resources/AAEO
- 1C. Roiann Baird
- 1D. Jack Temkin & Joonok Huh
- 1E. Jinny Jenkins

Tasks have been assigned to the individual responsible for each Core Component. Individuals were given ideas and recommendations of which administrators to talk with and which governance bodies to interview. Introducing new patterns of evidence is acceptable. It was suggested, especially for Core Component 1E, to maintain extensive notes and possibly even tape the discussions for possible transcription later if needed.

Jack informed the committee that Student Services no longer exists along with any mission statement. Rebecca Macon is the Executive Director of Enrollment Services and Jack will be in touch with her to discuss mission statements, etc.

The next meeting is scheduled for Friday, February 28, 2003 at 4:00 – 6:00 p.m. in the Smith House Conference room.